

MEMORANDUM FOR: DIRECTOR OF TRAINING, CIA

VIA: Security Officer, CIA
Comptroller, CIA

SUBJECT: Request for Authorization of Funds for Non-CIA Training

REFERENCE: CIA Regulation [REDACTED]

authorizations/ language
Reason

It is requested that funds be authorized for special schooling as outlined below. This training will enable the individual to better meet the requirements of his projected assignment and will therefore benefit the Agency.

Name or Pseudonym: [REDACTED]		Status of Employee: Staff Employee		
Amount to be authorized: \$250.00		Subject to be studied: Spoken & written German		
School or Tutor: Berlitz School of Languages				
Location or Place of training: Washington, D. C.		Length of course: 3 months		Hours per week: 4 hours per week
Reason existing facilities cannot be used: Subject; Branch Chief; unable attend regular daytime and evening scheduled classes.				
Responsible Div. or Branch Officer: [REDACTED]	Extension: 3093	Bldg: K	Room No. 2011	Initials [REDACTED]

Chief, Personnel and Training Division
Administration and Logistics Staff/OPC

APPROVED:

DATE:

Security Officer

SEP 27 1951

NO SECURITY OBJECTIONS

Employee will make no reference to, or discuss his CIA connection, assignment or duties while participating in above course(s).

Comptroller

Director of Training

1 Oct '51

FOR THE SECURITY OFFICER, CIA:

Distribution:

Copy 1 & 2 - D/TR

Copy 3 - Sec Off

(Form 208 A)

(Form 208 B)

SEP 27 1951

Date

OPC Form #208-A

13 Aug 51

Chief, Security Control Staff